

**MINUTES of the ORDINARY COUNCIL meeting held at Felixstowe Town Hall on
Wednesday 9 November 2022 at 7.30pm**

PRESENT: Cllr S Harkin (Mayor) Cllr T Green
Cllr M Richardson (Deputy Mayor) Cllr G Newman
Cllr D Aitchison Cllr M Morris
Cllr N Barber Cllr D Savage
Cllr S Bennett Cllr M Deacon
Cllr S Bird Cllr S Wiles
Cllr S Gallant

OFFICERS: Mr A Tadjirishi (Town Clerk)
Mr S Congi (Finance Administration Assistant)

IN ATTENDANCE: 2 Members of the public
1 Member of the public (*via Zoom*)
Ms K Cain (Manager, Felixstowe BID)

MOMENT OF REFLECTION

The meeting was preceded by a moment of reflection from Reverend Abe Konadu-Yiadom, Trinity Methodist Church.

260. PUBLIC QUESTION TIME

None.

261. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr M Jepson, Cllr A Smith, and Cllr K Williams.**

262. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr G Newman Cllr S Wiles	All	Non-Pecuniary (as Members of Suffolk County Council)
Cllr S Bird Cllr M Deacon Cllr S Gallant Cllr M Richardson Cllr S Wiles	All	Non-Pecuniary (as Members of East Suffolk District Council)
Cllr S Bennett	267	Non-Pecuniary (as FTC Representative to Ukraine2Felixstowe)
Cllr N Barber	268	Non-Pecuniary (as Felixstowe BID Board Member)

263. QUESTIONS TO THE MAYOR

None.

264. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Annual Council Meeting held on 7 September 2022 be signed by the Mayor as a true record and adopted by the Council.

265. MAYOR'S ANNOUNCEMENTS

The Mayor addressed the Council, highlighting several the engagements attend since the previous meeting. The Mayor spoke of the poignant way in which Felixstowe responded to the death of Her Majesty Queen Elizabeth II and events that followed. The Proclamation had been a particularly momentous and memorable occasion. The Mayor spoke about a number of other well-attended engagements, and thanked councillors for their support at some of the Mayor's Charity Events. The Mayor congratulated the Town Council staff on the successful return of the Felixstowe in Flower Awards Ceremony and was also proud to have collected the 'Most Active Town' award on behalf of Felixstowe, which had won in the category at the Suffolk Community Awards.

The Mayor thanked the Deputy Mayor for attending the Civic Service in Beccles.

The Mayor then drew Council's attention to the work being carried out by the councils, community groups and other agencies to support the community with the cost-of-living crisis.

It was RESOLVED that the Mayor's communications be noted.

266. MINUTES OF COMMITTEE MEETINGS

It was RESOLVED that the Minutes of the following meetings be received and, subject to their accuracy being confirmed by those committees, adopted:

- a) Planning & Environment Committee 7 September 2022**
- b) Planning & Environment Committee 28 September 2022**
- c) Assets & Services 28 September 2022**
- d) Planning & Environment Committee 5 October 2022**
- e) Civic & Community Committee 5 October 2022**
- f) Personnel Committee 12 October 2022**
- g) Planning & Environment Committee 19 October 2022**
- h) Finance & Governance Committee 26 October 2022**
- i) Planning & Environment Committee 2 November 2022**

267. REPORT FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Council noted a report from Cllr S Bennett, representative to the Ukraine2Felixstowe Steering Committee. In summing up the report Cllr Bennett praised the ongoing language, communication, and skills development courses offered by the group. The support offered by the Homes for Ukraine scheme was also cited.

It was RESOLVED that the Outside Body Report be noted.

268. FELIXSTOWE BID MANAGER

Council welcomed Ms Kate Cain, Manager of the Felixstowe BID.

In addressing the Council, Ms Cain outlined the purpose and objectives for the BID, namely, to increase footfall to Felixstowe and bring value to its levy-payers. Ms Cain also cited ongoing discussions between the BID and East Suffolk Council together with the challenges that brought. The BID were looking forward to supporting the return of Art on the Prom and were also focused on bringing a Christmas Craft Market and a broader range of festive activities to the town this year. Following the presentation the Council thanks Ms Cain for attending.

It was RESOLVED that the update from the Felixstowe BID Manager be noted.

269. EARMARKED RESERVES EXPENDITURE

Council noted a report on Earmarked Reserve Expenditure for the financial year 2022/23.

It was RESOLVED that the Earmarked Reserves Expenditure be noted.

270. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2021/22

Council received the report on the Annual Governance & Accountability Return 2021/22, noting the comment in respect of the short-timing of the paper copy of the Public Notice for inspection. Council gave thanks to the staff for their hard work in achieving an unqualified audit.

It was RESOLVED that the Annual Governance & Accountability Return 2021/22 is approved by Council.

271. INTERIM INTERNAL AUDIT REPORT 2022/23

Council noted a report on the Interim Internal Audit Report 2022/23. Within the report the internal auditor had reiterated the Public Notice discrepancy, and reminded Councillors to update their Registers of Interest, but otherwise noted a clean audit. Council gave thanks to the staff for their hard work in achieving another positive audit report.

It was RESOLVED that the Interim Internal Audit Report 2022/23 was approved by Council

272. CLIMATE EMERGENCY WORKING GROUP UPDATE

Councillor M Richardson updated Council following a Climate Action Meeting with local stakeholders on 12 October. Members heard that there was good enthusiasm for further meetings and cooperation. It was anticipated that there would be a follow-up meeting in the new year and some of the ideas in the notes could be relevant to other Council-led projects.

It was RESOLVED that the update from the Climate Emergency Working Group be noted.

273. TOWN HALL WINDOWS UPDATE REPORT

The Town Clerk gave an update on the forthcoming renovation works to the Town Hall windows.

It was RESOLVED that the report be noted.

274. REMEMBRANCE AND FLOOD MEMORIAL EVENTS

Council noted a report on Remembrance and Flood Memorial events. Remembrance planning meetings and briefings had been successfully carried out for Armistice Day and Remembrance Sunday. Plans to commemorate the 70th Anniversary of the Felixstowe Floods were in progress, with local historians, the church, the Environment Agency, and local schools all involved.

It was RESOLVED that the report on Remembrance and Flood Memorial Events be noted.

275. LANGER PARK – LOST CREEK PLAY TRAIL

Council considered funding the provision of a new play trail in Langer Park, following consideration of this same by the Civic & Community Committee. Members expressed concerns about vandalism, which had blighted Langer Park in recent years, but felt that it was important to continue to invest in public amenities.

It was RESOLVED that the Council fund the Lost Creek Play Trail project, with the expenditure, totalling £15,000, to be authorised and evenly split from the Play Equipment Earmarked Reserve and Community Fund Earmarked Reserve.

276. SUFFOLK PUBLIC MENTAL HEALTH PROGRAMME

Council received a report on the Suffolk Public Mental Health Programme. It was noted that two representatives from the Town Council were invited to participate. These could be Councillors or officers, however, attendees were expected to be available to attend both workshops.

It was RESOLVED that Cllr T Green and the Town Clerk be appointed as the Town Council's representatives on the Suffolk Public Mental Health Programme

277. FTC/ESC JOINT LIASON GROUP MEETING

Council received the notes of the FTC/ESC Joint Liaison Group meeting held on 1 November 2022. As an outcome from the meeting, Council would receive a briefing from ESC on the issues of street vendor licences across the district in January.

It was noted that the next meeting was scheduled to take place on 21 February 2023 and the Clerk invited Members to contact him with any other items they wished to be considered for inclusion on the agenda.

It was RESOLVED that the notes from the Felixstowe Town Council/East Suffolk Council Joint Liaison group be noted.

278. FELIXSTOWE CHAMBER OF COMMERCE - MEMBERSHIP

Council consider the invitation to join the Chamber of Commerce as an honorary member. Following a discussion on appointing a lead Member to receive invitations for Chamber events, it was agreed that this should be the Mayor, ex-officio, in the first instance, with Councillors also welcome to attend events which were of particular interest to them. The cost of attendance would be met by the Council's expenses budget.

It was RESOLVED that the Council should accept honorary membership of the Felixstowe Chamber of Commerce, with the Mayor to be the Council's representative, ex-officio.

279. PARISH WARDING ARRANGEMENTS AND ELECTION COSTS 2023

Council noted a report on East Suffolk Council's district-wide Community Governance Review. Council was pleased to note that the consequential changes to the parish warding arrangements from the County Council review were to be brought forward to the May 2023 elections.

It was also note that the estimated cost of the elections in the report were based on the current warding arrangements and would be subject to change.

It was RESOLVED that the report on electoral arrangements and costs for 2023 be noted.

280. ACCOUNTS FOR PAYMENT

It was **RESOLVED** that the schedule and payment of accounts be received and approved as follows:

Date	Voucher Nos.	Total Payment
15/09/2022	228 - 247	£11,313.03
30/09/2022	248 - 271	£64,165.58
17/10/2022	272 - 290	£5,691.93
31/10/2022	291 - 311	£49,950.77
	TOTAL	£131,121.31

281. CLOSURE

The meeting was closed at 9:28pm. It was noted that the next Ordinary Meeting was scheduled for 11 January 2023 at 7.30pm.

Date: _____

Town Mayor: _____